
BOARD OF SELECTMEN
MEETING MINUTES
1/19/10

The Board of Selectmen met in the Town Hall, Joseph F. Bilotta Meeting Room as scheduled with Thomas Alonzo, Paula Bertram, Steven M. deBettencourt, Dave Matthews and Town Manager Kerry Speidel present, Thomas Mason absent. Meeting opened at 7:02 P.M. with the Pledge of Allegiance

PUBLIC DISCUSSION

Chair announced that the polls for the special election are still open and will remain so until 8:00 PM at the TC Passios Elementary School.

Also, Gerry Hyde of 912 Massachusetts Ave., came before the board regarding the historical records of the town and as recently as this past weekend came to the realization that the town should be looking into digitizing our historical records. In 1971 the Mormons came through town and microfilmed a majority of the town's records. All of the original records of land ownership are in microfilm storage with the Mormons in Utah. Those are not recorded anywhere else in the world. Microfilm is now an obsolete method of preserving records, by digitizing the data it could be placed on the internet for all to access. He is trying to enlist the assistance of the Mormons to get these records digitized however doesn't have the documents right now. Gerry will get back to the board when he is able to get an estimated cost. He would also recommend we digitize all the documents that we currently are receiving.

ANNOUNCEMENTS

APPOINTMENTS

CURRENT BUSINESS

1. Manager Updates

- Kerry rec'd draft of project need form for the Summer Street project that Patricia Domigan compiled and Kerry asked the board to submit their comments to her so that they can be incorporated into the letter.
- Town participates in the Southeast Collaborative for utilities which is coordinated through John Londa, School Facilities Director and we have a contract with a company that oversees the costs. Last week we were notified of a change in natural gas, able to lock in a rate that is 20% lower than what we are paying, beginning in October 2010, potential savings of about \$46,000 town and school wide.
- Requested the Finance Committee's authorization to overspend in the snow and ice accounts as we are now about \$25,000 over. Noted that the annual appropriation should be closer to \$300,000. This year we've already used a lot of materials; in the past years we have purchased a large amount of sand and salt in the beginning of the year and at this time of year we've used about 60% of our salt reserves and 30% of our sand reserves. We are currently in the process of purchasing salt which has significantly increased in cost over the years. Steve questioned out of the \$225,000 would like a list of the expenses and what are we estimating out for the remainder of the year as we're just into our second month (winter). Would also like to know if there was sand/salt remaining from last year that we've been using this year. Per Kerry this year we've already expended \$170,000 for sand and salt.
- Also, the 2009 audit has been completed and questioned if this board is interested in having the auditors present the findings of this audit. Perhaps this year they could present to the Finance Committee so that they could have an in depth presentation. The report is better than in the prior year, there were no material weaknesses, we are making progress. Kerry will forward report to the board electronically.

2. Minutes - Board of Selectmen regular and executive session for 1/12/10 reviewed and signed.

Warrants - #30 10, 1/19/10 - \$394,036.55 and #15P 10, 1/21/10 - \$666,626.69 reviewed and signed.

Action File Issues – Steve questioned the status regarding the dumpsters on the Lakefront and as of yet they haven't been emptied, noted that he is constantly calling to get them emptied, noted that the trucks (Waste Management) are down there for the town pickup. Per Kerry, this was passed along to DPW and we haven't heard back on this, office will check into.

OLD BUSINESS

1. Committee Updates

- Paula presented the attached proposal for services with the Sewer Commission and Weston & Sampson Engineers, Inc. they are scheduling a workshop for 2/10/10 and Board of Selectmen members are welcome to attend. Noted a large portion of the Scope of Services is the IMA agreement and the second portion is the Fats-Oils-Grease (FOG) program. Would like to move forward with this proposal with the Board of Selectmen agreement and would like to be able to work with Weston & Sampson and bring this back to the board in a workshop format. The meeting of 2/10/10 is to discuss the background work and his (Fan Yanuskiewicz's, Weston & Sampson) findings to date and where the commission goes from there. These costs were included in the budget at the recent special town meeting.
- Chair expressed appreciation to the School Committee, the Regional School Planning Committee, the North Middlesex School Superintendent and Loxi Jo Calmes for their presentation last Wednesday. Moving forward we're doing our due diligence that the State has been requiring.

2. License Commission Regulations / Policies & Procedures – Question is what would preclude us from having a date for applications to be submitted. Steve doesn't see any reason why we can't continue to handle this in the same manner that they always have and the only time that a license isn't renewed is when they (business owner) didn't renew the license until the process is up. Chair would like to be able to let the town know when a license is available. Kerry noted that one of the concerns of town counsel is that the Licensing Commission has a responsibility to act upon a license within 30 days. If someone comes on day one and it's available then the town has to act on the application. Chair would like to get clarity as to why the other city was able to include the specific language that is in section 1.21 A, as there is no way to let anyone know what licenses are available. Per Steve you announce it and let them apply, don't hold them to a date, one size fits all, if there's one available let them apply. As the board didn't even know that a license was available, they want the procedure changed so that they are aware what licenses are available. Difficult thing is that it's this type of license is in demand, most difficult to come up with a procedure when you have a specific issue that you're facing. Chair would like to advertise the license when one becomes available, need to know if applications have to be readily available, if we have the applications do people have the right to apply even though we don't have a license available. Kerry could ask the ABCC and have town counsel address this issue when we schedule them to come in on February 2nd.

3. Special Municipal Employee Designation – Planning Board Consultants – Kerry provided the December 14th memo from Town Counsel. Informed the board that she did meet with Marion last week and her answers to the questions were not any clearer. She is again conferring with counsel. This is not anything that the state is pushing and Kerry requested that Marion reach out to communities that this engineering firm has worked with and inquire from them how they deal with appointments as Special Municipal Employees. Would suggest the board table to next week and may need to have town counsel in on other issues so may want to bring all the issues forward.

4. Town Meeting Schedule (draft) – Warrant will be opened as of February 16th. Board of Selectmen will meet Tuesday, March 30th to submit their recommendations to be included, possibly board will switch meetings with the Sewer Commission (exchange the 30th for the 23rd).

COMMITTEE RESIGNATIONS / APPOINTMENTS / REAPPOINTMENTS

None

EXECUTIVE SESSION

1. Litigations

Being no further business board voted unanimously to adjourn Regular Session at 8:25 P.M.

Respectfully submitted,

Laura Williams, Chief Administrative Assistant
Board of Selectmen